

Durham County Library
Board of Trustees
Minutes, October 16, 2000

Present: Bessie Carrington, Chair; Lauren Alexander, Douglas Beckham, Ann Craver, Carl Hodges, Bill Ingram, Robert Otterbourg, Nancy Wardropper, Board members; Joe Bowser, County Commissioner; Dale Gaddis, Pam Jaskot, Library staff.

Absent: Catherine Petroski

The regular meeting of the Durham County Library Board of Trustees was called to order at 3:55pm after the Board visited the new computer training room. A motion was made and seconded to approve the minutes of the August 21, 2000 Board meeting. Ian Worthington, County Webmaster, requests that minutes be submitted in electronic format. The Board Development Committee will consider a shortened format for the minutes.

Financial Report

Ms. Gaddis presented the final financial report of FY 2000. She will clarify the amount allocated for computer equipment.

Communications

Letters were received from William Kalkhof, Downtown Durham, and Tom White, Durham Chamber of Commerce in response to the Chair's letter concerning security. Ms. Alexander asked that the record show that the person who robbed her was not homeless and she was uncomfortable that this connection was made. Ms. Gaddis clarified that the library did receive some of the money requested in the budget for security. An additional \$35,000 was requested, but only \$15,000 was appropriated. Ms. Gaddis had been holding the funds until she could determine whether there was a more urgent need to continue increased security at S.L. Warren. The cuts in the budget were made in the budget office before the Commissioners saw the requests.

Committee Reports

Policies and Standards:

The committee reviewed three different policies.

Art Acquisition Policy: The policy covers the acquisition of art; donations are covered by the Gift Policy. The proposed revision states that donated art does not have to be created by a North Carolina artist, but must still be approved by the Board. Mrs. Wardropper made a motion to approve the Art Acquisition Policy. The motion was seconded and approved.

Meeting Room Policy: The meaning of "open and free to the public" was clarified to show that individuals who reserve the meeting rooms are informed that no one can be turned away from their meetings. Mr. Ingram made a motion to approve the Meeting Room Policy. The motion was seconded and approved.

Co-sponsored Program/Display Case and Art Exhibit Policy: A change is proposed to allow goods to be sold in support of programs when there is benefit to the Library through better programs or tangible benefit to the Library. After discussion, the Board referred the Policy back to the Staff and Committee to clarify who is responsible for making decisions about co-sponsorship and charges.

The committee also reviewed sites, staff is considering for new branches. A desirable site has been located in North Durham. Library staff has met with the Durham Public Schools and Durham Parks and Recreation Department to ascertain if there are sites, which can be developed jointly. A follow-up meeting is planned.

The **External Relations Committee** will meet Monday, October 30th at 10:15am.

The **Board Development Committee** will meet Wednesday, November 8th at 1pm.

The **Planning and Budget Committee** will meet on Thursday, October 19th.

Trustees' Award: Mrs. Carrington collected the donations which the Board agreed to assess themselves to grant the Trustees' Award. The selection committee, Mr. Ingram and Ms. Alexander, will submit the finalists to the Board for a vote. The Award will be presented at Staff Day on November 1.

Old Business

Ms. Gaddis reported she has met with Carolyn Titus, Interim County Manager, about security, and planning for the next budget year. The Sheriff's Department is meeting next week with Department Heads to begin to develop a comprehensive security plan for the County.

The requested meeting of the Library Board with the County Commissioners has not yet been set. The purpose of the meeting is to discuss the revision of this Board's Bylaws, discuss issues about the Capital Improvement Plan and security, and share information about the Durham Library Foundation.

Durham Library Foundation: Mrs. Craver reported that the Bylaws are now completed. The Foundation is chartered as a non-profit corporation, but has not yet received approval of its 501©3 status from the IRS. The Foundation Directors are recruiting leaders for the Foundation. Board members expressed interest in submitting names for the Foundation and will receive a list of names already suggested.

New Business

Staff Day: Invitations were distributed to the Board for the November 1 Staff Day to be held at the Museum of Life and Science. Dr. Beverly Washington Jones will speak in the morning about her vision for the library and this will be followed by staff breakout sessions.

Friends Report

Over \$14,000 was earned at the Fall booksale.

Director's Report

In response to questions, the Director explained that funds were transferred from the periodicals budget to cover increased costs of electronic resources. Many of the library's periodical materials are not purchased in electronic format.

Mrs. Jaskot reported she had selected a designer for the new logo after consultations with a number of public relations professionals.

The meeting adjourned at 5:55pm.

Respectfully submitted,

Dale Gaddis, Secretary